The AMERICAN SHORTHAND TEACHER

Edited by John Robert Gregg

Index to Volume V

September, 1924

June, 1925

HF1101 . B87

GMAHTROR

Marhazar

professional services because the

while

A Statistics

-

-1 mil - restant

The American Shorthand Teacher

INDEX

to

Volume V

Index to American Shorthand Teacher

Volume V

Miscellaneous	(Dalamin)
Accuracy Tests (by Floyd J. Hoskins) 32	(Editorial) 207
April 4th 23	
American Shorthand Teacher in New Dress,	Gregg in Spanish (by A. A. Bowle) 278
The1	Hobby in Typewriting, My 317
Are You Going to Atlanta? (Editorial) 4	How Memphis Came to Lead the Nation in
Basic Principles (Editorial) 24	School Thrift (by J. L. Highsaw) 271
Blackboard Contest for Teachers, Annual	How the Shorthand Teacher May Advance Pro-
46, 64, 114, 138, 24	fessionally (by F. Louise Dacey) 163
Bookkeeping, Examination in Junior (by G. G.	Humanizing Commercial Law (Editorial) 175
	Imparting Instruction (by Edward J. Mc-
Boston Bryant and Stratton Commercial School	Namara) 173
Celebrates Sixtieth Birthday 23	Improvements in the Content of the Steno-
Bryant and Stratton, Providence, Moves into Its New Home 26	graphic Course (Editorial) 44
Business English: What, When, Why (by	Improving Instruction in Commercial Subjects
Mary Louise Powers) 13	in the Public Schools of Trenton, New Jersey
Business is King (by J. Anton deHaas) 19	s (by ram 3. Lomas)
Certified Shorthand Reporter, McNamara Rec-	Index (00x) 314
ommends High School Preparation for 31	International Typewriting Contest Rules
Class Drills on the O. G. A. Tests: September,	changed
21; October, 52; November, 75; December,	Is Your School a Clock Without Hands? (by
117; January, 149; May, 279; June, 324; on	Raymond P. Kelley) 1 Keeping Your Students Interested (by Florence
the Contest Copy, 170, 212.	E. Ulrich) 20, 52, 73, 115, 147, 168
Clubbing Honors (Editorial) 17	Last Call for the O. G. A. Contest! 200
College Courses Reflect Increased Specialization	Lectures for School Clubs at Utica School of
in Business 28	Commerce (Editorial)320
Commercial Teacher's Preparation, The (by	"Lesson Plans in Grego Shorthand"
Paul S. Lomax)	McNamara Edward I New Principal of High
Complete Theory Tests1	School of Commerce, New York City 243
Contests	School of Commerce, New York City
Convenient! (Editorial)1	Modern Training Office in the Commercial
Conventions 1	34 School, A (by W. C. Stephens)
Criteria by Which a Teacher May Measure His	National Shorthand Reporters Association Speed
	Contest Report 6
Work (by H. A. Bone) 14 Cross-Word Puzzles 268, 320, 33	N. C. T. F. Secretary Writes, The 120
Development of Speed in Typewriting, The (by	Nebraska Senool of Dusiness and Lincoln Dusi-
	ness College Consolidate 327
Dictation Material	67 ness College Consolidate 327 New Appointment, A 64 45 New Books (Editorial) 13
25, 57, 85, 121, 151, 183, 219, 256, 295, 3	15 New Books (Editorial) 13
Dictation with a Content (Editorial) 3	
Directory of Summer Schools for Teachers 2	Nam Vant University Cabant of Education
Discipline (by Edward J. McNamara)1	Night School Teacher's Work The Chu Edward
Dowst Binder 1	10 I. McNamara) 65, 107, 139, 173, 199
Dupraw's Big Achievement (by Rupert P. So-	J. McNamara) 65, 107, 139, 173, 199 90% Gregg Writer Clubs 166, 206, 273, 352
Relle)	Northeastern Ohio Teachers' Association Con-
Editorial Comment 12 44 77 110 141 175 207 245 200 2	400
12, 44, 77, 110, 141, 175, 207, 245, 290, 3 Education (poem, by Arthur Guiterman, in The	Novel Contests (by Gertrude Jay Mathews) 272
Light Guitar)	Named and City (1 Fame C D 1)
Educational Opportunities of the Business De-	Obituary:
partment of the Public Schools (by Clyde	C. F. Beutel, 321; Bernard de Bear, 143;
Blanchard)1	Mabel Green, 45; Harry W. Leyenberger, 45;
Educators Wed, Two Popular	78 David H. O'Keefe, 291; Mrs. L. Mae Virden,
Eighteen Years of Progress	66 45; John H. Walsh, 207.
Blanchard) Educators Wed, Two Popular Eighteen Years of Progress Examinations in Shorthand, Sample Final—	Objectives in Typewriting (Editorial) 77
Second-Year High School (by E. F. Bur-	O. A. T. Certificate Winners 326
mahln)1	
Examinations, New Type (by G. G. Houle)	
	90 ers' 23
Experience + Training = Success and Service (by	Ohio Shorthand Contest, The 51
James S. Knox) 3 Explanations (Editorial) 1 From Chicago to London 3	07 Our New Address (Editorial) 77
Explanations (Editorial)	42 Over Fifty Thousand in Chicago Evening
From Chicago to London 3	
Galeno Radio-Spanish Course, The (described	Pan-American Congress (Editorial) 142

Private Commercial School's Big Opportunity, The (Editorial) 110	port, 165, (by H. A. Hagar) 215, (by L. C. Rusmisel, W. D. Wigent, and Jay W. Miller)
Projects in Shorthand (by Josephine Lynch) 282	236
Prove Your Loyalty to Your Profession 138	New York City Gregg Shorthand Teachers'
Recommends Use of Typewriter in All Schools. 167	Association, announcement, 55, 235; program,
Remember, Secretaries: 11	56; report, 136, 181, 313, 343. New York State Shorthand Reporters' Associa-
Remember, Secretaries! 11 Reminder, A (Editorial) 290 Renew Your Subscriptions (box) 308, 32 Reporting Davis 39 Rotarian Officers (Editorial) 321	tion Contest179
Reporting Davis 39	New York State Teachers' Association, Southern
Rotarian Officers (Editorial) 321	District Commercial Section, announcement,
Schliebner Returns to the Remington frome	55; program, 56; report (by Harold H. Smith
Office (Editorial) 320 School News and Personal Notes 9, 103 Secretarial Training (by H. F. Raston) 35	and A. Alan Bowle) 135; Western District
Secretarial Training (by H E. Bartow) 35	Commercial Section (report by Wallace W. Renshaw) 137.
Secretarial Training (by Ann Brewington) 7	Northeastern Ohio Teachers' Association 42
Shorthand Speed for the Teacher (Editorial) 141	Ohio State Educational Conference (report by
Speed Class, The (by Edward J. McNamara) 199	C. E. Burch) 312
Speed Contest Report 6 Speed Drills 111, 133	C. E. Burch) 312 Pan-American Congress 142 Remember, Secretaries! 11
Speed Drills 111, 133	Remember, Secretaries!
Spring Contests in Shorthand and Typewriting, 244, 283	Southern Commercial Teachers' Association, program, 79; report (by G. P. Eckels) 197.
Story of the Teachers' Blackboard Contest (by	Southern Commercial Teachers' Conference, Re-
Florer ce E. Ulrich) 248	port of the10
Common Courses at University of Chiange	Vocational Education Association of the Middle
Special327	West Meets in Chicago 309
Superial	Vocational Education Society, National, to meet
16, 48, 176, 210, 246	at Indianapolis 104
Swem Wins World's Shorthand Championship Again (Editorial) 12	Wisconsin Commercial Educators' Association, Conference of Managers and Teachers of the 198
Teachers' Blackboard Contest, announcement,	Conference of Managers and Teachers of the 170
46, 114, 138; awards, 248, 252; copy, 64;	
results, 248.	Dictation Material
Teachers' Certificates 14, 146, 167, 270, 316	
Teachers' O. A. T. Certificate Winners 326	Banking Department, The (by Richard C.
Teachers' O. G. A. Certificate Winners	Pres' Publit Key to 250
Teaching Principles (by Edward J. McNamara) 139	Aikenhead, in "Guaranty News") 88 Brer' Rabbit, Key to 259 Brownie, Key to the Shorthand 298
Teaching Shorthand Penmanship (by Gwy S.	Business Letters (from Gardner's Constructive
Fry)208, 253	Dictation):
Fry) 208, 253 These Men Owe Much to Shorthand 166	Adjustments, 351; Credit Information-
This Way Lies Progress (by Guy S. Fry) 83	Trade, 95; Customer's Error, 121, 221; De-
Transcription Letterheads 84	lay, 158; Final Collection Letters, 302; In-
Typing to Music at the Evander Childs High School 343	formation Asked or Given, 28; Letters to Large Users, 187; Out of Stock, 59; Quota-
Vocabulary Sentence Drill (by Marie S. Ben-	tions, 260.
Vocabulary Sentence Drill (by Marie S. Ben- son) 176, 210, 246 What for Plates? (Editorial) 319	
What for Plates? (Editorial) 319	Chalmers, Hugh, Says— 31 Commission Contract Case, A
Why Go to Summer School? (by Earl W. Barn-	188, 225, 263, 301, 351
hart) 231	Cooperate (by Elbert Hubbard) 59
With What Educational Lines is it Most Im- portant for a Shorthand Teacher to Keep in	Dependability (by F. D. Van Amburgh, in the
	"San Francisco Examiner") 349 Desire, My Daily (by Bert Moses) 225
Touch? (by the late Jerome B. Howard) 292 Wordsign Sentences (by Alice H. Colby)16, 48	Determination Key-Note to Success (by Z. P.
Your Professional Magazines (by Florence E.	
Ulrich) 323	Smith) 183 Elk, Key to (by Alice Spohn) 219 Ethics of Good Business. The (from the "Fort
	Dilles of Good Daviscos, and Grow the
Conventions	Worth Record") 222 Fillers 28, 58, 59, 60, 63, 64, 88, 90,
Conventions	93, 95, 123, 153, 156, 157, 187, 189, 221,
Canadian Business Educators' Association (re-	223, 224, 225, 256, 260, 261, 264, 299, 301,
port by Hubert A. Hagar)40, 41	302, 347, 349, 352; (George L. Brown) 222,
Central Commercial Teachers' Association, an-	(Carlyle) 123, (Dr. Frank Crane) 93,
nouncement, 226; report (by L. C. Rusmisel),	(Thomas A. Edison) 90, (B. C. Forbes) 28,
328. Eastern Commercial Teachers' Association, an-	127, 221, (Edgar A. Guest) 123, (Elbert Hub- bard) 60, 123, (Japanese Saying) 351, (New
nouncement, 196; report, 333.	Success) 183, (Theodore Roosevelt) 157,
Gregg Regional Conferences: (Boston) (report	(J. L. Shaw) 123, (Solomon) 31, (W. A.
by A. A. Bowle), 201; (Philadelphia) (report	Spicer) 224, (Samuel M. Vauclain) 32, (John
by Rupert P. SoRelle), 274, 317.	Wanamaker) 188, (Stewart Edward White) 225
Indiana Teachers Meet (report by M. C. Burch) 134	"Filosophical" Observations 62
Michigan Mid-Year Education Conference, Seventh (report by W. W. Lewis) 242	Flag Day (from the San Jose "Mercury Her- ald")345
Michigan Schoolmasters' Club (report by J. C.	Freedom 349
Howell, secretary) 312	Gem from Victor Hugo, A 90
Michigan State Teachers' Meeting (report by	Human Side of Our Presidents (by Thomas
M. C. Burch) 134	L. Masson in the "Dearborn Independent"), 256, 295
National Commercial Teachers' Federation,	
Twenty-Seventh Annual Convention, announcement, 45, 120; program, 71, 106; re-	If I Knew You, and You Knew Me (by Thomas Monahan in "Nuggets") 93
mondament, to, 100, program, 71, 100, 16	ALL UNGSTEIN THE AT HIS PARTY OF THE PARTY O

Inaugural Address of President Coolidge, March	Lectures for School Clubs at Utica School of
4, 1925, taken from Station WEAF by Mr. Louis A. Leslie 263	Commerce 320 Los Angeles appoints new Supervisor of Commercial Education 245 New Rooks
Increasing the Return from the "Top Story"	mercial Education 245
(by Helen Ormsbee, in "The Ladies' Home	New Books
Journal") 85	Obituary 45, 143, 207, 291, 321
Journal") 85 In Garments of Crimson and Purple 155 It's Time to Play 345	Objectives in Typewriting 77
It's Time to Play 345	Our New Address 77
Job Higher Up, The (by E. L. Vansant, in	mercial Education
"Remington Notes")156, 187	Schools 13
Lesson Drills:	Palmer appointed on Board of Directors of
I-II, 27, 88, 185; III-IV, 27, 88, 186; V-VI,	Cedar Rapids National Bank 245
27, 123, 186; VII-VIII, 58, 123, 186, 187;	Pan-American Congress 142 Plays 142
IX-X, 58, 154, 155, 220; XI-XII, 59, 155, 221; XIII-XIV, 87, 259; XV-XVI, 87, 88,	Private Commercial School's Big Opportunity,
259; XVII-XVIII, 122, 297; XIX-XX, 122,	The 110
298: Vocahulary, 154, 346.	Reminder, A 290
Let There Be Many Windows 121	The 110 Reminder, A 290 Rotarian Officers 321
Let There Be Many Windows 121 1925 151	Schliebner returns to the Remington Home
O. G. A. Tests, Keys to: May (1924), 28;	Office 320
June, 64; September, 90; October, 123; No-	Shorthand Speed for the Teacher 141
vember, 155; January (1925), 223; March,	Swem Wins World's Shorthand Championship
299; April, 350.	Again 12 What for Plates? 319
One-Foot Rule of Conduct, A 298	What for Plates? 319
On Tour With Davis 87 Our One Enemy 157	
Our One Enemy 157	Personal Notes
Peanut Brittle (by James Kennedy, in "Ottar") 57	Bachrach, William 78
Persistency (by Helen R. Crane in Kansas City	Beutel, C. F. (obituary) 321
"Weekly Unity") 62	Bridges, T. B
Promise Yourself—(by Orison Swett Marden) 28	Brown C I 214
Quality First (by Harry A. Earnshaw)183, 223	Bullock, Albert E. 245 Burmahln, E. F. 103
Real Estate Case, A31, 63, 93, 127, 157 Rose, The "Gregg"347	Burmahln, E. F. 103
Roses-A Bread and Butter Crop (from a Na-	DeBear, Bernard (obituary) 143 Denton, Valentina 78 Green, Mabel (obituary) 45
tional Geographic News Bulletin) 349	Denton, Valentina 78
tional Geographic News Bulletin) 349 Save the Forests 350	Green, Mabel (obituary) 45
Self-Assurance (by Thomas Monahan) 31	Good, H. I. 103 Higley, M. M. 321 Hill, John M. 9
Sheepherder Whose Invention was Valued at	Higley, M. M 321
\$28,000,000, A	Hill, John M. 9
\$28,000,000, A 151 Short Stories in Shorthand 151	Hoke, Dr. Elmer Rhodes 9 Hoole, G. G. 291 Jacobs, Harry Loeb 270
32, 64, 95, 128, 158, 189, 225, 264, 302, 352	Hoole, G. G. 291
Signals (by Douglas DeY. Silver, in "Lib- erty")219, 261, 299, 350	Jacobs, Harry Loeb 270
erty")219, 261, 299, 350	Leyenberger, Harry W. (obituary) 45
Sign Language, The (by Charles Caldwell Dobie,	McNamara, Edward J. 243
in Harpers' Magazine) 25, 60, 90, 124 Solomon, Another 127	Munford Howard M
Solomon, Another 127	Mullen, Dr. Gordon 64 Munford, Howard M. 9 Murphy, Minnette 103 Newman, J. C. 103 O'Keefe, David H. (obituary) 291
"Something for Nothing" (by Thomas Mona-	Newman, T. C. 103
Springtide, The Miracle of (from "Nuggets") 258	O'Keefe, David H. (obituary) 291
Steel Age, The (from the "Christian Science	Palmer, A. N. 245 Peters, B. P. S. 9 Risinger, W. S. 320
Manitar")	Peters, B. P. S. 9
Monitor") 29 Success, A Law of 224 Supplementary Lesson Drills 88, 123, 154 Three Periods of Life 301	Risinger, W. S. 320
Supplementary Lesson Drills 88, 123, 154	Schliebner, Richard 320 Smith, W. E. 103 Spike, Mrs. Flavella 321
Three Periods of Life 301	Smith, W. E 103
U. SItaly Speed Cable Terminal Laid, New	Spike, Mrs. Flavella 321
(from the "New York Herald") 153	Swiggett, Dr. and Mrs. Glen Levin 9, 142
(from the "New York Herald") 153 Vocabulary Sentences 154, 346	Tull, A. F. 66
Whoever Allows Himself to Get 157	Virden, Mrs. L. Mae (obituary) 45
World's Oldest Government, The 350	Walsh, John H. (obituary) 207 Westenbaver, Lulu M. 13
Young Woman in Business, The (by Dorothy	Wuerth, Charles L. 66
Dir) 295	White the Charles II.
	Portraits and Cuts
Editorial Comment	
	Beers, Gertrude194
American Shorthand Teacher in New Dress, The 12	Blaisdell, J. W 235 Bowden, J. H 40
The 12 Are You Going to Atlanta? 44	Brown, C. I314
Basic Principles245	Brown, W. E. 40
California University Summer Session 245	Bryant and Stratton College, Providence 269
Clubbing Honors	Canadian Educators in Session at Hamilton,
Convenient! 110	Ontario
Cross-Word Puzzles 320	Ontario 40 Carley, Miss H. 40
Dictation with a Content319	Central Commercial Teachers' Association 328
Expansion 290	Childs, Evander, High School Typewriting
Explanations 142	Class 343
Getting Perspective in Commercial Education 207	Class
Humanizing Commercial Law 175	Clemens, R. E. 40
Improvements in the Content of the Steno-	Cole, M. S194
graphic Course 44	Crawshaw, Mrs. Ada 40

Day, A. E.	. 40	Turner, B. F.	40
Day, Ed.	40	Walker, John H.	166
Drills22, 54, 74, 116, 148,		Walters, A. L.	194
171, 173, 174, 208, 209, 213, 214, 254, 281,	325	Ward, F. W.	40
Dupraw, Martin J. Ferguson, Mrs. C. E.	179	Westervelt, J. W., Jr.	40
Ferguson, Mrs. C. E.	40	Westervelt, J. W., Jr. Westervelt, J. W., Sr.	40
Ferris, Mrs. Harold F., Letter from	178	White, L. O.	235
Fisch, Max	166	Why Handicap Yourself	162
Fisch, Max Gates, Bruce F.	329	Wigent, W. D.	
Gregg, John R.	314	Wills, C.	
Gregg Regional Conference (Boston), 202;	314	Winder, Beulah	
(Philadelphia), 266.		Winter, Miss E.	
Trans Helest A	40		
Hagar, Hubert A.		Wright, F. W.	
Harris, Mrs. K.		Wright, T. F.	40
Highsaw, J. L.	. 271	Yoder, C. M.	
Hill, J. Murray	. 197	Youmans, L. A.	40
Hilliard, W. M.	. 40		
Holm, Henry J.		School News	
Hulburt, Mrs.			
Hux, W. S	40	Bay Path Institute	9
Jacobs, Harry Loeb	334	Beacom College	103
Jarrett, Fred.	. 40	Beckley College	103
Kennedy, A. M.	40	Behnke-Walker Business College	9
Limon, A. D.	. 40	Bryant and Stratton College, Providence	269
Log Mill, A Tale from A (by Ethel R. Brown)		Buffalo Appoints New Junior High School	
T 16. TT 10. TTT 42. TV 61			103
Macon, George A.	194	Supervisor Business Institute of Detroit	66
Marshall, W. F.	40	California University Summer Session	245
		Catawba College, Salisbury, N. C.	0
McCullough, C. R.		Chicago University Summer Course	327
McIntosh, P. M.	40	Carro City Pusings College	341
McKone, J. A.	40	Grove City Business College	9
McKone, Jack McNamara, Edward J.	_ 40	Hill's Business Colege	9
McNamara, Edward J.	_ 243	International Typewriting Contest Rules changed	9
National Commercial Teachers' Federation	_ 230	Lincoln Business College	327
Nixon, Mr. and Mrs. W. H.	_ 40	Los Angeles High Schools	245
O. G. A. Contest Copy O. G. A. Penmanship Drills	_ 213	Los Angeles High Schools Lynchburg High School	103
O. G. A. Penmanship Drills	_	Manual Training High School	- 4
22, 54, 74, 116, 148, 171, 213, 281	1. 325	Mount Royal College	
O. G. A. Test Copy		Mount Royal College Murphy School of Shorthand Nebraska School of Business	103
Park A 1	40	Nebraska School of Business	327
Park, A. J. Park, F. W.	40	New York University, School of Education.	
Prevention, An Ounce of	306	School Papers:	
Robinson, O. U.	40	Bay Path Quill, 9; B-W-B-C-Broadcasting,	
Robinson, W. A.	40	9; Collegian, 9; Trail of the Hill Climbers, 9;	
Robinson, W. A.	40		
Rosser, J. M.	- 40	Westward Ho!, 9.	
Russell, Harry	_ 40	Spring Contests in Shorthand and Typewriting:	
Seitz, J. J.	_ 40	California, 244, 283; Idaho, 244, 283; Illinois,	
Service, A New		244; Indiana, 244; Interstate, 264; Maine,	
Sprott, A. F.	_ 40	283; Michigan, 244; Minnesota, 244; Mis-	
Stapleton, W. H.	40	souri, 244, 283; Montana, 244; Nebraska,	
Stringer, P. R.	_ 40	244; Nevada, 283; Ohio, 244; Oklahoma, 244;	
Stuart, Helen Surby, Florence	_ 40	Oregon, 283; Pennsylvania, 264, 283; Porto	,
Surby, Florence	40	Rico 283 Wisconsin, 264.	
Teachers' Blackboard Contest Specimens	249	Utica Free Academy. Utica School of Commerce. Western High School, Baltimore.	. 10
Tibbetts Frank A	335	Utica School of Commerce	32
Tibbetts, Frank A	104	Western High School Baltimore	
Tull, Arthur F.	- 134	Western High School, Daithmore.	



"The willow is a quick-growing tree that flourishes in watered valleys, and sheltered places. Its wood is light and easily broken.

"But when timber is needed for great strains and stresses the builder chooses the slow-growing tree that matures in rocky soil and on wind-swept hillsides."

